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Meeting Minutes

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS BUILDING OFFICIAL CERTIFICATION COMMITTEE

Sturbridge Public Safety Building
Sturbridge, MA
July 2, 2014 9:00 a.m.

Meeting called to order by the Chairman at 9:20 a.m. followed by roll call:

- | | | |
|----------------------------------|---|---|
| 1. Roll Call | | |
| a. Donald R. Torrico, Chairman | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeff Richards | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| d. Bonnie Weeks | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Andrew Bobola | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Chris Clemente | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent arrived at 9:31 |
| g. Roger Fuller | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| h. Peter McLaughlin | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| i. Bill Horrocks | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS
Michael Mena
Michael Donahue
Kenneth Lanzilli, City of Medford
Paul Mochi, City of Medford

2. The minutes from the last meeting on **June 4, 2014**, were reviewed by members present; **MOTION** to approve these minutes was made by **Jeff Richards**, seconded by **Bonnie Weeks**.
 - A. On June 10, 2014, at their regular meeting, the Board of Building Regulations and Standards approved the May 7, 2014 meeting minutes.

3. Application for Certification Packets

- a. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to approve the application for **Peter Binette** (City of Newburyport) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1911)
- b. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to approve the application for **Christopher Lund** (Town of Auburn) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1912)
- c. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to approve the application for **Andrew Pelletier** (Town of Southbridge) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1913)
- d. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to approve the application for **Kyle Scott** (City of Northampton) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1914)
- e. On a **MOTION** by Jeff Richards and seconded by Andy Bobola it was unanimously **VOTED** to approve the application for **Shaun Shanahan** (City of Lowell) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1915)

4. Examination Approval Packets

- a. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **David Gagne (Town of Monroe)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Gagne meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- b. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to TABLE the request of **Paul Kelley (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. The Committee has requested Mr. Kelley to submit additional information on his *supervisory* experience.
- c. On a **MOTION** by Jeff Richards and seconded by Bobbie Weeks it was unanimously **VOTED** to DENY the request of **Michael Mena (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Mena was present and provided information on his qualifications. Mr. Mena has a bachelor's degree in Urban Planning and also received certificates in Construction Management and Construction Inspection. He worked as manual laborer during college and has shadowed building, plumbing and electrical inspectors in California and Watertown, MA. After much discussion Committee members made the determination Mr. Mena does not have the required supervisory experience nor does he have a two year degree in a field related to building construction or design as defined by MGL c 143 § 3 and was not granted permission to proceed with the required examination process. **Chris Clemente abstain**
- d. On a **MOTION** by Bonnie Weeks and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **Timothy Oliver (City of Lynn)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Oliver meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- e. On a **MOTION** by Chris Clemente and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Mike Perkins (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Perkins meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

5. New Employee Report Form Packets

- a. On a **MOTION** by Michael Clancy and seconded by Jeff Richards it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Richard Baldacci** newly appointed to the position of **Inspector of Buildings** for the Town of Swampscott. Appointed, July 1, 2013, and not certified as I of B. Eighteen month grace period ends January 31, 2015.
- b. On a **MOTION** by Bonnie Weeks and seconded by Chris Clemente it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Russell Braun** newly appointed to the position of **Inspector of Buildings** for the Town of Chatham.
- c. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Paul Coelho** newly appointed to the position of **Local Inspector** for the Town of Millville.
- d. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **John Emidy** newly appointed to the position of **Building Commissioner** for the Town of Millville.
- e. On a **MOTION** by Andy Bobola and seconded by Jeff Richards it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **David Gagne** newly appointed to the position of **Local Inspector** for the Town of Monroe. Appointed, April 21, 2014, and not certified as local. Twelve month grace period ends April 31, 2015. (BO-1916)
- f. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **William McDonough** newly appointed to the position of **Local Inspector** for the City of Attleboro.
- g. On a **MOTION** by Chris Clemente and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Edward Mullen** newly appointed to the position of **Local Inspector** for the Town of Dracut. Appointed June 3, 2014, and not certified as local. Twelve month grace period ends June 31, 2015. (BO-1918)
- h. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Thomas Nerney** newly appointed to the position of **Inspector of Buildings** for the Town of Rehoboth.
- i. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Alan Noll** appointed to the position of **Local Inspector** for the Town of Nantucket.
- j. On a **MOTION** by Chris Clemente and seconded by Jeff Richards it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Timothy Oliver** newly appointed to the position of **Local Inspector** for the City of Lynn. Appointed, May 19, 2014, and not certified as local. Twelve month grace period expires May 31, 2015. (BO-1917)
- k. On a **MOTION** by Jeff Richards and seconded by Chris Clemente it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Shaun Shanahan** newly appointed to the position of **Building Commissioner** for the City of Lowell.

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Murad Kozelian (Town of Belmont)** for a second extension of time to become certified as an Local Inspector. Said extension shall expire December 31, 2014.
- b. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Jimmy Papas (City of New Bedford)** for a first extension of time to become certified as a Local Inspector. Said extension shall expire January 31, 2015.

7. Hearings

- a. Michael Donahue BOCC 2-2014 received a request to reschedule hearing.

STATE BUILDING OFFICIAL CERTIFICATION COMMITTEE HEARING

DATE: July 2, 2014

BOCC 2-2014

On July 2, 2014, a hearing for *Michael Donahue*, No Affiliation was held in Sturbridge before members of the State Building Official Certification Committee to review the request for approval to take the required exams to become certified as a building code enforcement official in accordance with 780 CMR – R7.2.2.

Synopsis of Testimony

The chairman of the Committee called the hearing to order. The facts of the case were read into the record Mr. Donahue's qualifications were denied November 6, 2013 because he did not meet the minimum requirements as defined by MGL c 143 § 3. Mr. Michael Donahue was present to offer testimony.

Mr. Donahue stated his resume shows he has hospitality experience because this is what he went to school for and this is his professional resume. Started renovating buildings in 1981; beginning 2006 working as a project manager overseeing sub contractors, as shown on page one of resume. Was also renovating and developing on the side.

Jeff Richards states his resume does not speak for itself and additional information was not provided since November 2013. Chris Clemente asked if he has been supervising the projects daily with his CS license. Mr. Donahue testifies he was supervising on site every day. Resume does state from 2006 – present shows supervisory experience, renovating and overseeing projects.

Decision

Following testimony, on a **Motion** by Jeff Richards and **Seconded** by Chris Clemente it was voted to grant the approval to take the required exams to become certified as a building code enforcement official. Mr. Donahue meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

Hearings con't

- b. Kenneth Lanzilli BOCC 4-2014

STATE BUILDING OFFICIAL CERTIFICATION COMMITTEE HEARING

DATE: July 2, 2014

BOCC 4/2014

On July 2, 2014, a hearing for *Kenneth Lanzilli*, City of Medford was held in Sturbridge before members of the State Building Official Certification Committee to review the request for an extension of time to complete the required exams for certification as a *Local Inspector* as detailed in 780 CMR R7.1.7.4.3.

Synopsis of Testimony

The chairman of the Committee called the hearing to order. The facts of the case were read into the record Mr. Lanzilli was in violation of R7.1.7.2.2 "Conditional appointments... 2. Within the first six months of employment the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification..." Mr. Kenneth Lanzilli and Mr. Paul Mochi, Building Commissioner, was present to offer testimony.

Mr. Lanzilli said he completed the request for an Extension of Time but thought the administrative staff took care of and would submit for him. He was successful in passing the B1, Residential Building Inspector exam, but he did not provide a copy or was not sure of the date completed. He was also successful in passing the B2, Commercial Building Inspector exam June 26, 2014, but did not provide a copy for Committee members. He is also participating in the Local Inspector prep course with David Holmes and will register for the B3, Fire Plans Examiner exam by the end of July, 2014.

Mr. Mochi states the City of Medford's building department is short handed with 2 inspectors out on comp. Mr. Lanzilli has been doing his work plus filling in for the other inspectors. Mr. Mochi takes full responsibility for not following up with Mr. Lanzilli in sending the Extension request. Mr. Lanzilli has been attending continuing education through MBCIA.

Copies of exams are required to be submitted to the Department of Public Safety.

Decision

Following testimony, on a **Motion** by Chris Clemente and **Seconded** by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Kenneth Lanzilli (City of Medford)** for a first extension of time to become certified as a Local Inspector. Said extension shall expire October 31, 2014.

8. **New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting**

9. Review Application for Continuing Education

The continuing education submitted was reviewed by members present; **MOTION** to approve was made by **Bonnie Weeks** and seconded by **Jeff Richards**. MOTION passed by unanimous vote.

(*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
James Taylor	6/3/2014	Hydraulic Calculations - evaluating & validating automatic sprinkler system design assumptions and layouts	3.0	2	C-2120*
	4/17/2013	Engineered Framing Lumber & Bracing of Garage Door Walls	3.0	1	C-2120*
District 11(r)	6/3/2014	Energy Code	1.0	2	D11r-0614
City of Cambridge	2013	EnerGov Permitting Module	5.0	2	C-2456
HBRACM	6/10/2014	2012 IECC by Russell Cole - HERS Rater	2.0	1	C-2457
Al Legee	4/2014	12 Hour CSL CEU	10.0	1	C-2233*
Gene Novak	6/5/2014	2014 Officials Round Table - plan review process, permitting, inspection, CO process			C-2458
Christopher McWhite	6/11/2014	2012 Edition - Significant Changes Webinar	1.0	2	C-2441*
Patrick Finn	4/2014	Drilled Shaft Inspection Certification sponsored by Northeast Transportation Training & Certification Program	5.0	1	C-2459
SEMBOA	May, 2014	2 Day Conference	1.5 / per course	1	C-2460
	5/7/2014	AAB			A
	5/7/2014	Tents			B
	5/7/2014	Zoning Updates Part I- Atty Bobrowski			C
	5/7/2014	Zoning Updates Part II			D
	5/7/2014	Chapter I			E
	5/7/2014	Swimming Pools			F
	5/7/2014	BBRS Board of Appeals / CSL Complaints			G
	5/7/2014	Flood Plain			H
	5/7/2014	HIC			I
	5/7/2014	2012 IECC			J
	5/7/2014	FIRM Maps			K
	5/7/2014	Inclined Pile Footing			L
	5/8/2014	AAB			M
	5/8/2014	BBRS Board of Appeals / CSL Complaints			N
	5/8/2014	Flood Plain Codes			O
	5/8/2014	Chapter I			P
	5/8/2014	Firm Maps			Q
	5/8/2014	Tents			R
	5/8/2014	HIC			S
	5/8/2014	Swimming Pools			T
	5/8/2014	Grandfather Rights Part I - Atty Talerman			U
	5/8/2014	Grandfather Rights Part II			V
	5/8/2014	Agricultural & Zoning			W
	5/8/2014	2012 IECC			X
	6/11/2014	Energy Code Changes	2.0	1	SE-0614
State Bldg Insp	6/2/2014	Investigative & Report Writing - 2014	6.0	1	SBI-0017
Joseph Levrault	1/24/2014	ASFPM Webinar "ASFPM Webinar, Liability & Takings	1.5	1	C-2461

		Issues in FPM" offered by Assoc of State Floodplain Manager, Inc.			
D11-0114	1/29/2014	Chapter One	1.0	2	D11-0114
D11r-0513	5/21/2013	Round Table	1.0	2	D11r-0513
Michael White	6/11/2014	Deck & Porch Framing Connection Seminar	6.0	1	C-2347*
Michael Yanovitch	7/1/2014	Fire Rated Assemblies Seminar offered by Brookline Building Department	6.0	1	C-2462
District 1	3/10/2014	Trench Training	1.5	1	D1-0314p
	4/29/2014	780 CMR	3.0	1	D1-0414
	6/24/2014	Separation Requirements - Stages and Platform Requirements - Height and Area Issues	3.0	1	D1-0614
Gordon Bailey	6/2014	Sprinkler System Plan Review - NFSA	10.0	1	C-2454*
	2014	Inspector of Buildings Rev Course Technology	10.0	1	C-2051
	2014	Inspector of Buildings Rev Course Legal/Management	8.0	1	C-2051a
Ken Thompson	11/2013	Deck and Porch Framing Connection Seminar	6.0	1	C-2347*
Christopher Noonan	4/23/14	Firestop Inspection for AHJs	8.0	1	C-2427
Steven Crawford	6/8/2012	FEMA IS-00543.12 Operations Awareness Course	3.0	1	C-1688*
	6/28/2012	FEMA IS-00700.a NIMS	3.0	1	
	6/2/2012	FEMA IS-00800.b National Response Framework, an Introduction	3.0	1	
	6/8/2012	FEMA IS-00105 Privacy Awareness Training	3.0	1	
	1/24/2013	FEMA ICS 300: Intermediate ICS for Expanding Incidents	3.0	1	
	4/1/2013	FEMA Fundamentals of Building Science	3.0	1	
	12/1/2013	FEMA IS-00100.b	3.0	1	
	12/8/2013	FEMA IS-00.200.b	3.0	1	
	12/1/2013	FEMA IS-00700.a	3.0	1	
	12/15/2012	FEMA IS-38 Fraud Awareness and Prevention	3.0	1	
	5/18/2012	FEMA Building Employee and Organizational Resilience	3.0	1	
	4/12/2013	FEMA Sexual Harassment	1.0	2	C-665*
	4/12/2013	FEMA Equal Rights	1.0	2	
	4/12/2013	FEMA Making It Work	1.0	2	
District 12	6/25/2014	ATC & Flood Plain	3.0	1	D12-0614
Jeromy Richardson	5/2014	MCPPOP - Certification for School Project Designers & Owner's Project Managers	10.0	1	C-2290*
MBCIA	6/26/2014	Residential Insulation methods s/ BSAF	2.0	1	MB-0614
Harold Leaming	6/2014	Sprinkler System Plan Review - NFSA	10.0	1	C-2454*

Next meeting scheduled for **August 6, 2014, Sturbridge Public Safety Building, Sturbridge, MA**

Exhibit List

10. Review Applications for Certification
 - a. Application packet for Peter Binette
 - b. Application packet for Christopher Lund
 - c. Application packet for Andrew Pelletier
 - d. Application packet for Kyle Scott
 - e. Application packet for Shaun Shanahan

11. Review Examination Approval
 - a. Application packet for David Gagne
 - b. Application packet for Paul Kelley
 - c. Application packet for Michael Mena
 - d. Application packet for Timothy Oliver
 - e. Application packet for Mike Perkins

12. Review New Employee Report Forms
 - a. Application packet for Richard Baldacci
 - b. Application packet for Russell Braun
 - c. Application packet for Paul Coelho
 - d. Application packet for John Emidy
 - e. Application packet for David Gagne
 - f. Application packet for William McDonough
 - g. Application packet for Edward Mullen
 - h. Application packet for Thomas Nerney
 - i. Application packet for Alan Noll
 - j. Application packet for Timothy Oliver
 - k. Application packet for Shaun Shanahan

13. Review Request for Extension
 - a. Application packet for Murad Kozelian
 - b. Application packet for Jimmy Papas

14. Hearings -
 - a. Michael Donahue BOCC 2-2014
 - b. Kenneth Lanzilli BOCC 4-2014